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DD/S 56-1272

MEMORANDUM FOR: Acting Special Support Assistant to the DD/S

SUBJECT : Establishment of T/O for Planning Staff

REFERENCE : Memo dtd 26 Mar 56 to Chief, Management Staff
from SSA-DD/S, same subject

1. I have approved and forwarded to Management the request for two additional positions for the Planning Staff (GS-15 Planning Officer and GS-7 Secretary-Stenographer).
2. There is some question in my mind, however, as to whether or not we need a GS-15 for the additional planning job. Since the major burden of the planning rests with other components you may find it more appropriate to fill the job with a lower-graded individual to assist in the multitudinous procedural details and coordinating activities.
3. In any event, please advise me of any candidate(s) being considered for the job before making any commitments.

L. K. WHITE
Deputy Director
(Support)

cc: Chief, Management Staff

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